

CITY OF MILPITAS

INDIVIDUAL YOUTH SPORTS ASSISTANCE FUND

PURPOSE:

The purpose of this fund is to allow individuals representing Milpitas in a sporting event to submit a request for funding assistance from the City. A youth is defined as an individual 18 years and younger. The City of Milpitas believes that the enjoyment of sports by youth in Milpitas is important to the well-being of its youth and to the overall enrichment of the community, and that an excellent way to assist the individuals, as well as build a positive relationship with them is through this fund.

GRANT PROCESS:

Eligibility for individuals:

1. Individual youth requesting funds must be participating in an event, contest or competition which is sanctioned by a recognized organization in that specific sports area. A youth is defined as an individual who is 18 years or younger.
2. The event, contest or competition must draw individuals from more than one agency (county, city, or state-wide).
3. Individuals requesting funds must be residents of Milpitas.
4. Individuals requesting funds must be able to show that they have requested funds or are receiving matching funds from a parent organization or from the organizations with which they routinely participate.
5. Individuals requesting funds must be amateur athletes. An amateur athlete is defined as an individual who does not receive financial compensation or prize money for their participation in any athletic event.
6. For an event occurring where additional funding is required for a special tournament or event where an individual is advancing beyond the normal spectrum or league play, hence causing additional expenses.

Individuals must:

1. Be willing to certify and document financial figures; be willing to work with City staff on application and program review.
2. Individuals provided grant funds by the City of Milpitas must be willing to expend all monies for approved purposes. If applicant is unable to use funds for approved purposes funds or the remaining portion of funds must be returned to the City of Milpitas.
3. Return to Parks, Recreation and Cultural Resources Commission with a brief status report after competition, regarding achievement/goal accomplished and/or performance at the event.

4. Be willing to acknowledge the support of the City of Milpitas where appropriate and include on all printed information relating to grant funded programs or activities, the following:

“This program has been made possible, in part, through a grant from the City of Milpitas.”

5. Provide proof of purchase receipts, invoice statements etc. related to the expenditure of grant funds upon completion of program, project or activity.

FISCAL LIMITS:

1. The maximum amount for any Youth Sports Fund grants within a fiscal year will be \$500.00 for an individual.
2. Any application which exceeds this annual limit amount must show justification of extraordinary need and be highly meritorious in order to be considered by the City Council.
3. The Parks, Recreation, and Cultural Resources Commission may recommend any amount deemed appropriate, which may be less than the sum requested.
4. No financial assistance may be provided if proposals are either not in conformance with this policy or with the application procedure or form.

UNACCEPTABLE FUNDING CRITERIA:

Funding will not be given:

1. For ongoing or existing expenses, i.e. coaching fee, rental fee.
2. To purchase planned replacement or operational equipment.
3. In lieu of a participation fee, league fees normally paid by all participants.

APPLICATION PROCESS:

1. Submit applications to the Milpitas Recreation Services Department, 457 E. Calaveras Blvd., Milpitas, CA 95035.
2. Applications must be filled out entirely and all supplemental information requested must be submitted with the application to be considered complete.
3. Applications received will be reviewed by staff and presented to the Parks, Recreation and Cultural Resources Commission generally within 45 days of receipt. Applicants will be notified as to the status of their application and as to the date and time of the Commission meeting.
4. Applicants must be present at the Commission meeting to discuss their application in order to be considered for funding. Commission meetings are the first Monday of every month.
5. The Commission will consider applications and recommend grant awards as applications are received or until all allocated funds for the fiscal year are expended.

6. Recommendations of the Commission will be forwarded to the City Council for final approval.
7. Upon approval, selected applicants will be invited to meet with staff to negotiate and enter into a contract with the City. Funding would be treated as a contract service.
8. Upon final approval from the Milpitas City Council, the Recreation Services Marketing Coordinator will provide assistance in recognizing City grant recipients' achievements through press releases and other marketing efforts.

HS/2099/V